

Brief History of the
CARIBBEAN TRAVEL ASSOCIATION

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The "Caribbean Tourist Association" was the first regional tourist organization to be founded.

REGISTRATION UNIT
INTERNAL SECURITY

In 1941 Prime Minister Churchill and President Roosevelt met to discuss among the many problems for post-war development, the problem of the economy of the U. S. Islands of the Caribbean. They considered that the industry which could bolster the economy of the islands was tourism--the islands had an ideal climate, beaches, and a rich historical background which could be of great interest to visitors.

The Anglo-American Commission was formed and during 1943-44 it requested that a survey be made of the existing and potential possibilities which the Caribbean could offer the tourist.

During the West Indian Conference of the Caribbean Commission which was called together in 1946 at Brooklyn, New York, a resolution was accepted to submit a plan for a regional organization to the Caribbean governments for ratification.

1949 saw the establishment of the Caribbean Interim Tourism Committee under the sponsorship of the Caribbean Commission in Trinidad. The governments appointed experienced travel advisors in New York to serve in an honorary capacity. Mr. Leonard Bouman, Director of the Netherlands Antilles Tourist Bureau was appointed to represent his government.

At the meeting of the C.I.T.C. held at Ciudad Trujillo, Dominican Republic from September 17 to 21, 1951, it was decided by the delegates of the Countries, Territories, islands or political divisions being represented at the afore-mentioned meeting, to form a foundation established in Curacao, Netherlands Antilles and to be named the Caribbean Tourist Association. The legal deed to this effect was transferred in Curacao on March 7, 1952.

At the Annual General Meeting in Haiti in 1952, C.I.T.C. became an autonomous organization, changing its name into the "Caribbean Tourist Association." In 1953 the governments voted to move the headquarters from Antigua to New York City, where it opened offices on January 4, 1954.

The "Caribbean Travel Association," as this organization is called since May, 1965, is a living example of how much people of different nationalities can achieve when they meet on their own freewill on a friendly platform based on good will and faith born out of a common, honorable and peaceful cause.

The Association has three categories of membership: Active Members shall be any country, territory or political division in the Caribbean area or in lieu thereof, the appropriate government agency or quasi-governmental agency, designated for any country, territory or political division in the Caribbean area hereinafter called the GOVERNMENT MEMBERS and regular international and regional surface and air carriers; hotel chains, international services hereinafter called INDUSTRY MEMBERS which are considered eligible for this category by the Executive Committee.

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ASSOCIATE MEMBERS shall be - hotels, chambers of commerce, merchants' associations; banks; resorts and guesthouses; shops, stores, industries and restaurants interested in the Caribbean area; sightseeing and tour operators or organizations; travel agents; hotel representatives; real estate companies; printers; radio and television companies; organizations, companies, firms or individuals, who are interested or engaged in travel and tourism development or promotion in the Caribbean; travel editors; magazines, newspapers; public relations firms and advertising agencies; and others not classified above, which are interested in Caribbean tourism and are considered eligible for this category by the Executive Committee.

AFFILIATE MEMBER shall be - the Caribbean Hotel Association, whose Active Members will automatically be individual Associate Members of the Caribbean Travel Association.

The Caribbean Travel Association is a non-profit foundation created as an instrument of close and intelligent collaboration among the various Governments of the Caribbean for purpose of developing the Tourist Industry.

In order to achieve that purpose, the Caribbean Travel Association seeks the cooperation of all Caribbean people by making them aware of the following important points:

1. Enhance the reputation of each country member as a place where people generally welcome visitors. Its tourist business is more than purely economic. Friendship and understanding is needed today in the world. Not only among the countries but also within each country and that depends on having more people meet other people.
2. Encourage needed improvements and higher standards of cleanliness, attractiveness, efficiency and courtesy in all services used by visitors.
3. Promote development of tourist attractions such as historic and scenic sites, festivals, sports and other events.
4. Feature individuality in foods, handicrafts, traditions, architecture in all places patronized by the visitor.
5. At all times be courteous, cooperative and helpful to the visitor. It is in the best interest of all concerned to make the visitor want to stay longer, want to return and want to recommend the place they have visited to their people.

CARIBBEAN TRAVEL ASSOCIATION
(A non-profit foundation)

(Amended in San Juan, Puerto Rico, January 10, 1972)

CONSTITUTION

ARTICLE I: The name of the foundation is the CARIBBEAN TRAVEL ASSOCIATION.

ARTICLE II: The legal seat of the foundation (hereinafter called the Association) is located in the City of Willemstad, Curacao, Netherlands Antilles. The business office of the Association shall be located at the place designated by its Active Members. The policy-making entity of the Association shall be within the Caribbean area.

ARTICLE III: The objectives of the Association shall be:

1. To encourage and assist in the development of the tourist industries throughout the Caribbean area by:
 - (a) Providing an instrument for close collaboration among the various territories and countries concerned.
 - (b) Augmenting and assisting local promotional and development efforts of the members of the Association and acting as liaison between the members.
 - (c) Providing a liaison between the member governments, government agencies active in tourist development and promotion, travel and transportation industries and organizations active in tourism promotion in the area and other organizations interested in tourism and regional development.
 - (d) Carrying out advertising and publicity measures calculated to focus the attention of the traveling public upon the Caribbean as one of the world's outstanding vacation areas.
 - (e) Encouraging the promotion of adequate passenger transportation services to and within the Caribbean area and assisting in the establishment of such services. The promotion and development of intra-Caribbean travel shall also be a particular care of the Association.
 - (f) Carrying out statistical and research work relating to travel trends and tourism development for the benefit of the members.
 - (g) Negotiating with Governments either directly or through the appropriate bodies for an easing of regulations and formalities tending to be barriers to tourist travel.
 - (h) Establishing chapters of the Association which should have as their purpose further developments encouraging the improvement and promotion of tourism.

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2. In the accomplishment of the foregoing objectives and purposes there shall be equal opportunity for all to enjoy the facilities of the Caribbean area without distinction as to race, color or creed.
3. So far as may be necessary or incidental to the carrying out of the foregoing objectives and purposes, to receive, acquire, hold, own, mortgage, pledge and dispose of monies, securities and any other property real, personal or mixed, including the taking and holding thereof by governmental appropriation, gift, bequest, devise, purchase, lease or otherwise and without limit as to amount or value except such as is now or may hereafter be prescribed by law.
4. To enter into, make, perform and carry out contracts of every kind for any of the objects and purposes herein before set forth, without limit as to amount, with any country, territory or other governmental unit or with any agency thereof or with any person, firm, association, corporation or other entity of any country, territory or other governmental units to have one or more offices in any part of the world.
5. To do all and everything necessary, suitable and proper for the carrying out of the objects of the Association provided that same be not inconsistent with the law under which the Association is organized.

The Association is to be conducted and operated not for profit and the foregoing objects, purposes and powers are each and all subject to the limitation that no part of the net earnings of the Association, if any, shall inure to or be payable to or for the benefit of any member thereof.

ARTICLE IV: The Association shall continue to exist so long as it carries out the functions for which it has been created.

ARTICLE V: The private property, income or assets of the individual members and officers of the Association shall not be subject to the payment of the Association's debts to any extent whatever.

ARTICLE VI:

1. There shall be four classes of members of the Association:

- (a) GOVERNMENT MEMBERS shall be - any country or territory related to the Caribbean area or in lieu thereof the appropriate government agency or quasi governmental agency, designated for any country or territory related to the Caribbean area.
- (b) CARRIER MEMBERS shall be - regular international and regional air and sea carriers.
- (c) ASSOCIATE MEMBERS shall be - hotels, hotel chains, international communication services, chambers of commerce, merchants' associations; banks; resorts and guesthouses; shops, stores, industries and restaurants interested in the Caribbean area; sightseeing and tour operators or organizations; travel agents; hotel representatives; real estate companies; printers; radio and television companies; organizations, companies, firms or individuals, who

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are interested or engaged in travel and tourism development or promotion in the Caribbean; travel editors; magazines, newspapers; public relations firms and advertising agencies; and other not classified above, which are interested in Caribbean tourism and are considered eligible for this category by the Executive Committee.

(d) SUSTAINING MEMBER shall be - the Caribbean Hotel Association.

2. All memberships shall be by proposal of any member of the Association or by application and shall commence upon the receipt by the Association of acceptance of the proposal or application by the Board of Directors, and upon payment to the Association of such membership fees as shall be assessed for each membership classification, and upon fulfillment of any other conditions that may be prescribed by the Board of Directors.
3. Each Member shall have one vote at all meetings of the Association except on matters concerning the Constitution and By-Laws on which voting will be limited to the Board of Directors. Carrier, Associate and Sustaining Members may attend and participate at all meetings of the Association and may cast their votes in all matters except changes in the Constitution and By-Laws coming before the Annual General Meeting. These votes shall be cast by the Directors elected by their categories. The members of the Board of Directors representing the Carrier, Associate and Sustaining are empowered to appoint alternates to represent them in the event of any emergency meeting of the Board called without sufficient time for the Directors themselves to attend; provided these alternate members are members of CTA who will come instructed by the regularly elected Directors.
4. Members of the Association of any classification may withdraw therefrom at any time by giving prior written notice to the Association before the next Annual General Meeting which meeting is provided for in the By-Laws, such withdrawal not being effective until the end of the FISCAL year of the Association. Membership shall also terminate upon failure to pay the annual membership fee six months after the date when such fee was due, unless extended by the Board of Directors, provided written notice of payment having fallen due was given. The termination of membership from any cause shall operate as a release and termination of all rights, title and interest in the property and assets of the Association.
5. Dues for all classes of membership shall be recommended to the Annual General Meeting by the Board of Directors in accordance with the By-Laws.

The fiscal currency of the Association shall be the U.S. dollar. It shall be competent for the Board of Directors to accept contributions in currency other than U.S. dollar as circumstances may warrant.

6. The Association may establish and put into effect such further rules, regulations and orders governing admission to membership, terminations of membership and duties and obligations of members as the By-Laws shall from time to time provide, provided such shall not be inconsistent with this Constitution.

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7. Honorary Membership in the Association may be extended to any person by the Board of Directors as a token of appreciation for outstanding services rendered to the Association in either public or private life. Honorary Members shall have no vote in the Association or hold any office. Suitable scrolls, membership cards or other awards, may be presented to Honorary Members.

ARTICLE VII:

1. The management of the business, property and affairs of the Association shall be vested in the Board of Directors.
2. The Board of Directors shall be constituted as follows:
 - (a) Each Government Member shall nominate one Director as its representative on the Board. Any Director so nominated shall have the right to appoint an alternate.
 - (b) The Carrier Members shall nominate Directors in the proportion of three Government Members to one Carrier Member; not to exceed six Directors at any time. Any Director so nominated shall have the right to appoint an alternate.
 - (c) The Associate Members shall nominate Directors in the proportion of five Government Members to one Associate Member. Any Director so nominated shall have the right to appoint an alternate.
 - (d) The Sustaining Member shall nominate three Directors. Any Director so nominated shall have the right to appoint an alternate.
 - (e) An Executive Committee of nine persons, from within the Board of Directors, of which five shall represent Government Members, two from the Carrier Members, one from the Associate Members and one from the Sustaining Member, shall be elected by the Board of Directors to execute its policies and carry out such other duties as the Board may assign to it from time to time.
 - (f) The President of the Executive Committee shall be the President of the Board of Directors, and this President shall be elected by the Board of Directors from within the nine members of the Executive Committee at the Annual General Meeting.
3. The Board of Directors may appoint, employ, suspend or dismiss an Executive Director. The responsibilities and duties of the Executive Director shall be outlined in the By-Laws.
4. The Association shall be represented judicially and extrajudicially by the Executive Director, who will abide by the resolutions and decisions of the Board of Directors.
5. At a General Meeting of the Association, the Board of Directors shall at all times be entitled to suspend, dismiss or elect any member of the Executive Committee.

ARTICLE VIII: In the event of the liquidation, dissolution or winding-up of the Association, either voluntary or involuntary, or by operation of law, the Board of Directors shall have the power to dispose of the total assets of the Association in such a manner as they, in the exercise of an absolute and uncontrolled discretion, may by a majority vote determine provided that each distribution shall be calculated exclusively to carry out the objectives and purposes for which the Association is formed and shall not result in the distribution of any part of the net earnings of the Association for the benefits of any private individual.

ARTICLE IX: This Constitution may be amended upon the approval of such amendments by a vote of two-thirds of its Board of Directors present and voting at a meeting duly convened and held as prescribed by the By-Laws. Between meetings any member of the Board of Directors may propose amendments to the Constitution and By-Laws for consideration of the Board of Directors at its next meeting.

ARTICLE X: A general meeting of the Association is empowered to provide by By-Laws for anything not provided for in the Constitution and generally for the management of the affairs of the Association provided that such By-Laws do not conflict with the provisions of the Constitution.

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(Amended in San Juan, Puerto Rico, January 10, 1972)

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REGISTRATION UNIT
INTERNAL SECURITY
SECTION
CRIMINAL DIVISION

BY-LAWS

ARTICLE I: MEETINGS OF THE ASSOCIATION

1. The Annual General Meeting of the Association shall be held at such place as may be determined by the Board of Directors.
2. The Annual General Meeting of the Association shall be held preferably during the month of September for the election of the Executive Committee and appointment of the Directors and for the transaction of general business unless a different time is fixed by the Board of Directors.

The Executive Director shall submit a draft Agenda to all members at least two months prior to the meeting. Any member may add items to the Agenda provided they are submitted in writing to the Executive Director at least 30 days prior to the meeting. Notice of the time, place and object of such meeting shall be given to all members in writing.

3. Special meetings may be called by the Board of Directors or the Executive Committee in cases of emergency. Notice of such meeting shall be in writing, or by cable if necessary, so as to reach the Government Members not less than fourteen days prior to the date set. Such notices shall specify the purpose for which the meeting is called and the place where such special meeting will be held. Special meetings may also be called upon the written request of any three Active Members and reason for requesting such meeting must be stated.
4. (a) The voting rights of members shall be in accordance with ARTICLE VI, paragraph 3, of the Constitution.
- (b) Voting shall be by show of hands except as hereinafter mentioned without prejudice to the rights of any Government Member to call for a vote by secret ballot.

Voting for the election of the Executive Committee shall be by secret ballot.

- (c) In case of a tie vote on matters other than those referring to the election of the Executive Committee the matter shall be referred to a vote by secret ballot. If the vote is still a tie, it will be considered to be rejected.
- (d) In the case of voting for persons, a candidate to be elected must obtain on the first vote an absolute majority of the votes cast by the members present and voting.
- (e) If on the first vote no candidate obtains an absolute majority, a second vote will be taken between the two candidates who obtained the most votes.

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- (f) In the event of a tie vote from application of sub-section "e" the result shall be determined by lot.
- 5. (a) For meetings of the Association other than meetings to consider amendments to the Constitution and By-Laws a majority of Government Members shall constitute a quorum.
- (b) For meetings of the Association to consider amendments to the Constitution and By-Laws a majority of the Board of Directors shall constitute a quorum.
- 6. The incumbent President of the Executive Committee shall preside over the Annual General Meeting. In the absence of the President, the Vice President will preside, and in the absence of both, a Chairman shall be elected by the Members of the Board of Directors present, to preside over these meetings or any other special general meetings.

ARTICLE II: BOARD OF DIRECTORS & EXECUTIVE COMMITTEE

- 1. The Directors and Members of the Executive Committee of the Caribbean Travel Association shall be appointed and elected at the Annual General Meeting, to serve until the appointment and election of the Directors and Executive Committee at the next Annual General Meeting.
- 2. No member shall occupy the offices of President or Vice President for more than three consecutive years.
- 3. The immediate past President of CTA shall be an ex-officio member of the Executive Committee for the period of the term of the newly elected President.
- 4. (a) In case the office of President of the Executive Committee becomes vacant for any cause whatever between Annual General Meetings, the Vice President shall succeed to that office.
- (b) Vacancies occurring among the Executive Committee of the Association between Annual General Meetings shall be filled from among the eligible members by a majority vote of the Executive Committee. Appointees shall serve until the next Annual General Meeting.
- 5. The Board of Directors shall have full charge and control of the affairs and property of the Association. They may employ persons, prescribe their duties and define their authority, having and reserving the right and power to direct, change and control the activities of the employees, as in their opinion shall from time to time be necessary and expedient. They shall have the power to dismiss or request the resignation of any employee of the Association as they deem fit. They shall recommend the repeal of unjust, unnecessary or impracticable laws, and the enactment of new laws pertaining to the tourist industry in the member territories. They shall supervise the expenditure of all monies and appoint time and place of holding all meetings.

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All the above mentioned duties shall revert to the Executive Committee unless the Board of Directors deem it necessary to handle any of these themselves. The Board of Directors may assign to the Executive Committee any function as they may think fit from time to time. The Board of Directors shall have complete authority to approve or cancel memberships in accordance with the Constitution and By-Laws. The Executive Committee shall recommend to the Annual General Meeting a dues structure for all classes of members for the ensuing year as set out herein; they shall prepare and present a recommended budget for the ensuing year at the Annual General Meeting. They shall take any and all other actions as may seem desirable in the furtherance of the interests of the Association and its members.

6. The Executive Committee shall meet not less than once in every quarter between the Annual General Meetings. These meetings shall be held preferably in the Caribbean area, and the clerical and office facilities of the host Tourist Board shall be utilized for these meetings.
7. The Treasurer shall scrutinize documents relating to the receipt and disbursement of the funds of the Association including the depositing of funds in one or more banks selected by the Board of Directors; he shall present reports on the financial condition of the Association at the Annual General Meetings.

The Secretary shall assist the President in the discharge of his duties including the observance of the order of business at all meetings.

8. The members of the Board of Directors of the Association shall not be entitled to receive remuneration or compensation for transportation and lodging expenses incurred in attending Board Meetings. The Executive Committee of the Association shall be entitled to an allowance in an amount determined by the Board of Directors in connection with their travels in the course of the legitimate duties as officials of the Association.

ARTICLE III: EXECUTIVE DIRECTOR

1. The salary of the Executive Director and terms and conditions of employment shall be determined by the Board of Directors.
2. The Executive Director shall attend all meetings of the Association. He shall be responsible for keeping correct minutes of the proceedings and records and preserve same in book of record; keeping an account of all members, dues, membership emblems and membership cards; making an annual report; keeping a complete record of all monies received and disbursed; keeping a complete list of names and addresses of all members; attending to all duties required by the Board of Directors; and making out and transmitting any reports and communications required by the President and/or the Board of Directors. He will have at all meetings a copy of the Constitution and By-Laws and a book of parliamentary procedure. He shall be responsible for issuing all calls or notices regarding Board of Directors, Executive Committee, Annual General or Special General Meetings of the Association; during the Annual General Meetings he shall be responsible for keeping a record of the exact wording of every motion. He shall be in charge of relations of the Association with travel agents, travel institutions and the press. He shall represent the Association at all trade meetings which he shall attend, reporting all his activities to the Board of Directors.

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ARTICLE IV: MEMBERSHIP FEES

1. Government Members shall pay such annual fees as may be determined at each Annual General Meeting with the understanding that the minimum fee shall be \$500.00.

(a) Government Members shall pay annual fees based on arrival statistics, 10¢ per stay-over visitor, 5¢ per cruise ship passenger, with the provision that no Government Member shall be assessed more than \$15,000.00 for annual fee and \$15,000.00 for the annual promotional program.

(b) Carrier Members shall pay annual fee, to be decided by the Board of Directors, as follows:

Category A: International carriers with more than three Caribbean destinations will pay an annual fee of not less than \$1,500.00.

Category B: International carriers with three or less Caribbean destinations will pay an annual fee of not less than \$1,000.00.

Category C: Caribbean based carriers will pay an annual fee of not less than \$750.00.

2. Associate Members shall pay annual fees as follows:

Category A: Hotel chains, international rental car companies, international communication services and international banking companies. These classifications shall pay not less than \$500.00 annually.

Category B: Chambers of commerce; merchants' associations; hotels having one hundred rooms or more; consumer magazines and newspapers; trade papers; advertising agencies; public relations firms; hotel representatives; real estate companies; radio and television companies; printing companies; local banks; or any other classification not otherwise herein mentioned. These classifications shall pay not less than \$150.00 annually.

Category C: International tour operators; hotels having more than fifty and less than one hundred rooms. These classifications shall pay not less than \$100.00 annually.

Category D: Shops; services; restaurants; sightseeing companies; travel agencies not operating international tours; hotels and guesthouses having fifty rooms or less. These classifications shall pay not less than \$50.00 annually.

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3. Sustaining Member shall be the Caribbean Hotel Association. Annual fee for the CHA shall be not less than \$1,500.00.
4. The annual fees as determined at the Annual General Meeting shall become effective on April 1st of the following year.

ARTICLE V: PROMOTIONAL FEES

A paid promotional program shall be undertaken each year at the discretion of the Board of Directors to be determined by the majority vote of the Board of Directors with assessments levied only against Government Members and to bind only such as vote in favor of the program, with the understanding that other members of all categories may participate. The Board of Directors shall determine the extent of participation of each member.

ARTICLE VI: INDEMNIFICATION OF ACTIVE MEMBERS AND OFFICERS

Any member or employee of the Association shall be indemnified by the Association against reasonable expenses actually incurred and payments made by him in connection with the defense of any action, suit or proceeding in which he is made a party by reason of his being or having been such member or employee of the Association, except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to be held liable for negligence or misconduct in the performance of his duties as such member or employee of the Association.

ARTICLE VII: MISCELLANEOUS PROVISIONS

1. The fiscal year of the Association shall be from April 1st to March 31st.
2. The normal current expenditures for the conduct of the office shall be valid on the signatures of the Secretary/Treasurer or Alternate Secretary/Treasurer and the Executive Director, or the Secretary/Treasurer or Alternate Secretary/Treasurer and one other member of the staff to be appointed by the Executive Committee. The four above named persons shall be bonded in a suitable amount to be determined by the Board of Directors annually. The premium for such bonding shall be paid for by the Association.
3. The records and books of the Association shall be kept at the office of the Association. The accounts of the Association shall be audited annually and the Auditor's Report submitted to the Members with a statement of the accounts not later than one month before the Annual General Meeting.
4. The use of the Association emblem is limited to members of CTA only. Members of any association which pays dues to CTA as an association cannot use the Association's emblem unless they themselves are also members of CTA.

ARTICLE VIII: AMENDMENTS OF BY-LAWS

These By-Laws may be altered, amended or repealed at any General Meeting of the Association, by vote of a majority of the Board of Directors present and voting, provided two weeks advance notice to the Board of Directors is given of any such suggested change, and the Executive Director shall forthwith transmit to the Annual General Meeting a copy of such proposed alterations.